

**WINCHESTER HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

Minutes of Regular Meeting – July 11, 2023

REMOTE PARTICIPATION

(Due to State of Emergency COVID –19)

4:00 PM

CALL TO ORDER – Members present: Chairperson June McInnis, Mary Lou Bigelow and Catherine Boyle. Also present Executive Director Susan Cashell and Assistant Director Denise Lynch. Absent Brenda Kleschinsky and James Harris.

1. MINUTES The Board reviewed the Minutes of the Regular Board Meeting of June 13, 2023 and deferred vote until August 2, 2023.
Moved to defer by Catherine Boyle and seconded by Mary Lou Bigelow. Voted 3-0.

2. DIRECTOR’S REPORT

Vacancy Report – One

Maintenance and Capital Projects:

- a) The maintenance staff has been busy with routine workorders and landscaping.
- b) We are currently waiting for EOHCL to complete the next steps in the two ARPA funded capital projects.

3. TENANT’S OPEN FORUM

No tenants were present.

4. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$ 83,227.15 for the period from June 1, 2023 through June 30, 2023.

Moved to approve by Catherine Boyle and seconded by Mary Lou Bigelow. Voted 3–0.

The Board received and reviewed the gross figures of Payroll, Section 8 and FSS payables for the period of June 1, 2023 through June 30, 2023.

a. Payroll	\$ 32,847.44
b. Section 8 Account	\$ 206,406.00
c. FSS	\$ 7,405.00

5. SECTION-8 PROGRAM STATISTICS FOR MAY 2023

The Board received and reviewed the Section 8 statistics for May 2023
145 Active Vouchers

6. REVIEW AND APPROVAL OF COST COMPARISON July 1, 2022 through May 31, 2023

The Board reviewed and approved the cost comparisons for period of July 1, 2022 through May 31, 2023.

Moved to approve by Mary Lou Bigelow and seconded by Catherine Boyle. Voted 3-0.

7. OTHER BUSINESS LEGALLY BEFORE THE BOARD

The Board discussed the properties at Chester Street, Palmer Street and Conant Rd.

8. COMMITTEE REPORTS

a) Housing For People with Disabilities

9. ADJOURNMENT

Moved to adjourn at 5:49 PM by Mary Lou Bigelow and seconded by Catherine Boyle. Voted 3-0.